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DEPARTMENT OF MENTAL HEALTH

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August 11, 2011

TO: Each Supervisor

FROM: Marvin J. Southard, D.S.W.
Director

SUBJECT: **ADVANCE NOTIFICATION OF INTENT TO ENTER INTO A SOLE SOURCE CONTRACT NEGOTIATION WITH THE UNIVERSITY OF SOUTHERN CALIFORNIA SCHOOL OF SOCIAL WORK**

This memo is to comply with the Board of Supervisors' Policy Manual, Section 5.100, Sole Source Contract regarding contracting policy requirements for sole source contracts. It is the Los Angeles County Department of Mental Health's (DMH) intent to enter into sole source contract negotiations with the University of Southern California (USC) School of Social Work, located at 1149 S. Hill Street, Suite H-1114, Los Angeles, CA 90089-2239.

USC will develop and implement reintegration services and supports for Los Angeles County combat veterans, returning from deployment in Iraq and Afghanistan, and their family members. They are due to arrive in Los Angeles on or about August 5, 2011.

The proposed reintegration program will:

- 1) Repeatedly survey returning California National Guard (CANG) service members and their families concerning reintegration issues and mental health symptoms, at three-month intervals, during the year following their deployment. The 1/410 Combat Aviation Battalion, headquartered in Los Alamitos, California, was selected by the CANG for this project. More than half of these service members reside in Los Angeles County;
- 2) In addition to personal contact, military personnel will be offered ongoing, instantly accessible on-line Reintegration Skill Training (RST) for themselves and their family members;
- 3) Provide post-survey monthly telephone monitoring of service members to identify early intervention opportunities by reporting significant family stress, mental health symptoms, and/or substance abuse; and,

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- 4) Offer approximately 60 male and female service personnel and their family members, who are Los Angeles County residents, an opportunity to participate in a reintegration "third location" training program. "Third location" training establishes support and intervention meetings designed to reduce family stress, retain employment for reservists, and reduce adverse outcomes for military personnel experiencing readjustment crises. Each of Los Angeles County's Supervisorial Districts, as well as all DMH's Service Areas, will be represented.

The proposed term for the sole source contract is Fiscal Year (FY) 2011-12 through FY 2012-13. The Total Contract Amount (TCA) of the proposed Agreement is \$736,475, fully supported by Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI) funds.

The total cost of this project is \$835,475; \$99,000 of which was distributed to USC School of Social Work through a Purchase Order (PO) in order to execute the program due to the approaching date of returning combat veterans.

Unless otherwise instructed by a Board office, within two weeks DMH will proceed with negotiating the sole source contract. DMH will work closely with both the Office of the County Counsel and the Chief Administrative Office in preparing this proposed Agreement with the USC School of Social Work.

MJS:CAW:CPM

- c: Health Deputies
 Chief Executive Officer
 Executive Officer, Board of Supervisors
 County Counsel
 Cathy A. Warner, L.C.S.W.